# OneCity Health Executive Committee

**Meeting Summary**

December 15, 2015  
199 Water Street, 31st Floor, New York NY  
5:30 - 7:00pm

**In Attendance:**

- **Committee Members Present:**
  - Ross Wilson (Chair)
  - Christina Jenkins (OneCity Health Services)
  - Pat Wang (Healthfirst)
  - Antonio Martin (HHC) - early departure, with post proxy vote delegated to Christina Jenkins upon departure
  - Pamela Sass (SUNY)
  - Lonny Reisman (HealthReveal)
  - Randye Retkin (NYLAG)
  - Richard Bernstock (OneCity Health Bronx Hub Executive Director)
  - Ishmael Carter (OneCity Health Queens Hub Executive Director)

- **Committee Members Not Present:**
  - Elizabeth Howell (CHN)
  - Claudia Calhoun (NY Immigration Coalition)
  - Donna Colonna (CBC)
  - Nicole Jordan-Martin (OneCity Health Brooklyn Hub Executive Director)
  - Ellen Josem (JBCFS)

- **Support Staff Present:**
  - David Rosales (Manatt Health)
  - Inez Sieben (OneCity Health Services)

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| 1. Introduction of new committee member  | • Introduction of new OneCity Health Executive Committee member:  
  o Lonny Reisman, MD (Founder and CEO, HealthReveal)                                                                                                                                                                                                                     |
| 2. Review and Adoption of October 21, 2015 Executive Committee Meeting Minutes   | **Decisions:**  
  • October 21, 2015 Meeting Minutes adopted                                                                                                                                                                                                                               |
| 3. Informational Item: Update on Workforce planning approach | • Overview provided by Christina Jenkins on:  
  o DSRIP Workforce planning milestone requirements  
  o OneCity Health approach to conduct Workforce planning analysis in collaboration with a four-PPS consortium and a third-party workforce analysis vendor (BDO), selected through a competitive procurement |
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<td>OneCity Health’s commitment to ensure that workforce planning efforts serve the PPS’s primary goal of improving the health of New Yorkers</td>
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<td>The role of the Stakeholder and Patient Engagement Committee as OneCity Health’s key Workforce Committee overseeing and PPS workforce planning</td>
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<td>OneCity Health’s commitment to contract with one or more proven entities to help carry out its workforce strategy to retrain, redeploy, and recruit employees.</td>
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<td>OneCity Health’s commitment to select workforce training vendors through a transparent procurement process on the basis of successful prior experience, depth of expertise in the required skillsets, training capacity other relevant selection criteria.</td>
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<td>The importance of collaborating closely with PPS organized labor partners in workforce planning</td>
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<td>The role of organized labor partners in the OneCity Health governance and workforce planning process thus far, including:</td>
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<td>- Membership in OneCity Health city-wide and four hub-based Project Advisory Committees (PACs), with meetings held quarterly in order to engage all partners meaningfully in planning, and featuring of 1199TEF colleagues as speakers during inaugural city-wide PAC meeting</td>
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<td>- Membership in two PPS governance committees (Care Models Committee and Patient and Stakeholder Engagement Committee)</td>
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<td>- Unanimous support voiced by Stakeholder and Patient Engagement Committee to work closely with organized labor as critical partners in achieving meaningful improvements in the health and well-being of New Yorkers</td>
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<td>- Participation in individual and all-union engagement and planning meetings, including an all-union meeting held on 11/19/15 to review DOH workforce planning deadlines and OneCity Health’s approach to seeing services from training vendors</td>
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<td>- The Committee proceeded to engage in a robust discussion of opportunities to further engage labor partners in the workforce planning process and fully endorsed OneCity Health Services management in deciding on any next steps to take to further</td>
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**Item** | **Minutes**
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4. **Decision items:** Discussion of governance approvals process and overview of items for Executive Committee Review | 
- Overview provided by Christina Jenkins of the various types of reports, plans, and decisions that may go before the Executive Committee for review and approval

**Decision items:**
1. Governance reporting and monitoring process guidelines: **Approved**
2. Cultural Competency and Health Literacy Strategy: **Approved, pending additions recommended by Stakeholder and Patient Engagement Committee**
3. Revised PPS Budget/Funds Flow tables reflecting additional detail requested of all PPSs: **Approved**
4. Asthma Home-Based Self Management Project Care Model: **Approved**
5. Palliative Care Project Care Model: **Approved**
6. Cardiovascular Disease Management Project Care Model: **Approved**
7. Proposed Year 1-2 Budget for Mental Health and Substance Use Infrastructure (MHSA) Project:
   - Request for authority to spend $1,210,583 from November 2015-March 2017 on services in support of the MHSA project subject to execution of a contract with terms reflecting deliverables-based payment: **Approved**

**Follow-up items:**
- Orientation briefings to be scheduled for two newly appointed committee members
- OneCity Health Services management to facilitate optional pre-meeting webinars and/or other briefings for Executive Committee members in advance of presentation of key decision topics
- Confirmation of MHSA contract terms
- Revisit scope of decisions requiring Executive Committee approval at next meeting (e.g., whether Executive Committee approval is required for Care Models recommended by Care Models Committee, versus being an informational item)
- Verify that the Department of Education (DOE) is participating in an advisory capacity as part of the MHSA governance structure
  - **Update:** DOE involvement as an advisor to MHSA governance committee has been confirmed

5. **Informational Item:** Review of high-level framework for reporting | 
- Overview provided by Christina Jenkins on framework for reporting progress, risks, and key strategic questions associated with OneCity Health progress against three core PPS objectives:
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| against key OneCity Health objectives | 1. Meet required process milestones  
2. Achieve Health Outcomes  
3. Build a Sustainable, Integrated Delivery System  
• The Committee proceeded to engage in a short discussion endorsing the framework and the need to address key strategic questions and risks in future meetings  
• **Follow-up item:**  
  o Include role of RHIOs in DSRIP as an agenda item at a future meeting |
| 6. Next steps | **Follow-up items:**  
• Orientation briefings to be scheduled for two newly appointed committee members  
• OneCity Health Services management to facilitate optional pre-meeting webinars and/or other briefings for Executive Committee members in advance of presentation of key decision topics  
• Revisit scope of decisions requiring Executive Committee approval at next meeting (e.g., whether Executive Committee approval is required for Care Models recommended by Care Models Committee, versus being an informational item)  
• Verify that the Department of Education (DOE) is participating in an advisory capacity as part of the MHSA governance structure  
  o **Post 12/15 Update:** DOE involvement as an advisor to MHSA governance committee has been confirmed  
• Include role of RHIOs in DSRIP as an agenda item at a future meeting  
• Confirmation of MHSA contract terms  
  o **Post 12/15 Update:** Confirmation of MHSA contract terms as follows:  
    • Cross-PPS collaborative issues payment to JBFCS as lead agency to oversee implementation of MHSA project  
    • Each PPS pays JBFCS according to an approved budget and flows funds every 6 months, subject to audit  
    • JBFCS selects vendors as approved by cross-PPS collaborative governing body and pays those vendors subject to deliverables-based payment terms and a defined scope of work  
    • JBFCS manages performance of vendors under oversight of cross-PPS collaborative governing body  
    • Total budget and subcontracts of JBFCS-managed vendors is under oversight of cross-PPS collaborative governing body |